Activities:

5.1 International cooperation

(e) External relations:

5-1-101 Cooperation with, and support to, other intergovernmental and non-governmental organizations on matters related to the subprogramme

5.2 Parliamentary services

(a) Parliamentary documentation:

5-2-101 Report to the Commission on the progress of work carried out under the subprogramme (1997)

5-2-102 Five reports to the Committee on Statistics (1996)

(b) Substantive services:

5-2-201 Substantive servicing of the Committee on Statistics (1996)

(c) Ad hoc expert groups and related preparatory work:

5-2-301 Working group of statistical experts (1997)

5-2-3021 Working Group of Statistical Experts (1995) [1 output postponed from 1994-1995]

5.3 Published material

(a) Recurrent publications:

5-3-101 Statistical Newsletter (biannual)

5-3-102 Government Computerization Newsletter (biannual)

5-3-103 Statistical Yearbook for Asia and the Pacific (1996, 1997)

5-3-104 Foreign Trade Statistics of Asia and the Pacific (1997)

5-3-105 Statistical Indicators for Asia and the Pacific (quarterly)

5-3-106 Asia-Pacific in Figures (1996, 1997)

5-3-1071 Government Computerization Newsletter (2 in 1994, 2 in 1995) [1 output postponed from 1994-1995]

(b) Non-recurrent publications:

5-3-204 Technical publications on socio-economic and environment statistics (1996, 1997)

5-3-2051 Statistical profiles by subregion (one) [1 output postponed from 1992-1993]

5-3-2061 Operational handbook on environment statistics (XB) [1 output postponed from 1992-1993]

(c) Technical material:

5-3-301 Developing and maintaining the ESCAP Statistical Information System, linked to the United Nations Economic and Social Information System (1996, 1997). Ad hoc statistical information services will be provided through conventional means and on-line access. It is also planned to distribute data on diskettes and/or CD-ROM

5.5 Operational activities

(a) Advisory services:

5-5-101 Organizational and institutional issues affecting national statistical services

5-5-102 Implementation of the 1993 System of National Accounts (SNA); various aspects of economic statistics

5-5-103 Various aspects of social and demographic statistics

5-5-104 Electronic interchange and networking, and design and development of government information systems

5-5-1051 Implementation of phase VI of the International Comparison Programme in the ESCAP region [Postponed from 1994-1995]

(b) Group training, seminars and workshops:

5-5-202 Various aspects of economic statistics, including implementation of the revised System of National Accounts (SNA) and the International Comparison Programme (ICP)

5-5-203 Various aspects of social and demographic statistics

5-5-204 Environment statistics and environmental accounting

5-5-205 Design and development of government information systems

5.6 Coordination, harmonization and liaison

5-6-001 Coordination with, and inputs to, the ACC machinery and other bodies, organizations and departments within the United Nations system on various fields of statistical activities

5-6-002 Technical and substantive support to the Statistical Institute for Asia and the Pacific (SIAP), a regional institute of ESCAP

Subprogramme 6: Least developed, landlocked and island developing countries

Current situation and orientation:

1. The programmed activities are designed in the context of the objectives of the subprogramme as set out in the revised medium-term plan, 1992-1997, as adopted by the General Assembly in its resolution 47/214 and further revised, as endorsed by the Committee for Programme and Coordination at its thirty-fourth session. The activities are directed at meeting the specific needs of the least developed, landlocked and island developing countries which face special difficulties in the process of development, and aim at providing support to these countries in their efforts to accelerate the pace of economic and social development so as to enable them to join the mainstream of economic dynamism in the ESCAP region.

2. Among the common structural characteristics of the least developed countries is a narrow domestic resource base with the bulk of the workforce engaged in subsistence agriculture. The domestic saving rate is generally low and consequently there is a heavy dependence on external assistance and remittances for financing investment and imports. Exports comprise mainly a few primary and semi-processed products, the prices and earnings for which are unstable. Human resources development levels are low, with the majority of people deprived of minimum levels of health care, education, housing and social amenities. Shortages of trained manpower and inadequate physical and institutional infrastructure pose serious constraints while the increased frequency and intensity of natural disasters have caused disruptions to the development process in many of these economies.

3. The main orientation of work for the least developed countries will be to assist these countries in achieving the goals as set out in the Programme of Action for the Least Developed Countries for the 1990s. As mandated by the Commission in its resolution 49/8 of 29 April 1993, the secretariat is undertaking a comprehensive mid-term review of the implementation of the Programme of Action to assess the achievements that have been made and to recommend measures for more effective implementation of the Programme. The focus of work for the biennium will be on enhancing the effectiveness of actions and measures at the national level, with emphasis on providing support in the implementation of ongoing economic reforms in the least developed countries which are aimed at improving macroeconomic management, relaxing direct controls, enhancing domestic resource mobilization, promoting private sector development, reforming public enterprises, attracting a larger inflow of foreign investment and technology, and instituting more effective measures to redress social issues, particularly with regard to alleviating poverty, human resources development and protecting the environment. Attention will also be given to the question of the adequacy of resource flows to the least developed countries, including issues related to the quality of such resources, matching assistance to needs, and the effective utilization of aid on the part of recipient least developed countries.

4. Among the major constraints to growth in the Pacific island developing countries are small domestic markets, the lack of diversity in resources (both natural endowments and human resources), heavy dependence on imports, diseconomies of scale in the provision of infrastructural services, and high concentration of exports on a few commodities, which increases trade vulnerability. The activities will thus focus on analyses of the special problems and constraints faced by these countries in their efforts to improve their economic performance through liberalization, deregulation and increased and more diversified trade and investment, as well as related capacity-building. The Special Body on Pacific Island Developing Countries will provide the forum for the dialogue and exchange of experience between these countries and the rest of Asia. These activities will be complemented by more specific technical cooperation and advice. The work is mandated by the Commission in its resolutions 48/2 of 23 April 1992, annex IX, on the terms of reference of the Special Body on Pacific Island Developing Countries and 48/9 on strengthening ESCAP assistance to the Pacific island countries, and by the recommendation of the Commission at its fiftieth session for emphasis in the work of the Special Body.

5. The landlocked countries of the ESCAP region are confronted with particular problems of transit and transport. They depend on the surface transport and transit facilities and services in neighbouring countries, involving additional freight costs, time and risks in the conduct of their external trade. Hence the orientation of work will be on reviewing the special problems of transit trade and of transport in landlocked countries and recommending suitable measures for solving these problems in accordance with international legal instruments. The development of freight forwarding and multimodal transport will contribute positively to the national economy and export earnings of the landlocked countries.

Activities:

6.1 International cooperation

(e) External relations:

6-1-101 Liaison and cooperation with intergovernmental and non-governmental organizations on issues related to the least developed, landlocked and Pacific island developing countries in support of the programme of work

6.2 Parliamentary services

(a) Parliamentary documentation:

6-2-101 Report to the Commission of the Special Body on Least Developed and Landlocked Developing Countries (1997)

6-2-102 Report to the Commission of the Special Body on Pacific Island Developing Countries (1997)

6-2-103 Report to the Special Body on Least Developed and Landlocked Developing Countries (1997)

6-2-104 Reports to the Special Body on Pacific Island Developing Countries (2 in 1997)

(b) Substantive services:

6-2-201 Substantive servicing of the Commission sessions (1996, 1997)

6-2-202 Substantive servicing of the Special Body on Least Developed and Landlocked Developing Countries, third session (1997)

6-2-203 Substantive servicing of the Special Body on Pacific Island Developing Countries, fourth session (1997)

6.3 Published material

(a) Non-recurrent publications:

6-3-201 Follow-up to the mid-term review of progress in the implementation of the Programme of Action for the Least Developed Countries for the 1990s (1997)

6-3-202 Overcoming institutional constraints of least developed countries in implementing macroeconomic policies (1996)

6-3-203 Increasing efficiency in resource management in the least developed countries (1997)

6-3-204 Population and development in the least developed countries (1997)

6-3-205 Island developing countries: policy and institution-building issues associated with increased trade and investment, particularly with East and South-East Asia (1997)

6-3-206 A manual for the design and implementation of economic stabilization, liberalization and deregulation initiatives in the Pacific island developing countries (1996)

6-3-207 Study on shipping and port capacities in the island developing countries (1997)

6-3-208 Development of policy options for replacing ageing ships in the Pacific island countries (1997)

(c) Technical material:

6-3-3011 Database on inter-island shipping (1994-1995) [1 output postponed from 1994-1995]

6.5 Operational activities

(a) Advisory services:

6-5-101 Economic reforms in the least developed countries

6-5-102 Economic and financial management in Pacific island developing countries

6-5-104 Institutional capability-building, including private sector development for the promotion of industrial investment and technology transfer

6-5-105 Promotion of sustainable development in small island developing States

(b) Group training, seminars and workshops:

6-5-201 Follow-up to the mid-term review of progress in the implementation of the Programme of Action for the Least Developed Countries for the 1990s

6-5-202 Regional seminar on improving the access of women to formal credit and financial institutions in selected least developed countries

6-5-203 Overcoming institutional constraints of least developed countries in implementing macroeconomic policies

6-5-204 Increasing efficiency in resource management in the least developed countries

6-5-205 Policy and institution-building for enhanced trade and investment in the Pacific island developing countries

6-5-206 Economic stabilization, liberalization and deregulation in the Pacific island developing countries

6-5-208 Development of freight forwarding and multimodal transport in the landlocked countries

6-5-209 Policy reorientation and capability-building for effective industrial and technological development, including promotion of industrial investment and technology transfer

6-5-2102 Country-level training courses on preparation of a quantitative macroeconomic framework (model) for policy design/evaluation in the least developed countries [Postponed from 1994-1995]

6.6 Coordination, harmonization and liaison

6-6-001 Coordination with, and inputs to, the ACC machinery, other bodies, organizations and departments within the United Nations system on activities related to the subprogramme

Annex II

STATEMENT OF PROGRAMME BUDGET IMPLICATIONS OF ACTIONS AND PROPOSALS OF THE COMMISSION

1. The resolutions adopted by the Commission at its fifty-second session have no financial implications for the 1996-1997 regular budget of the United Nations. Regular budget resources will be requested in the programme budget cost estimates for the biennium 1998-1999 in order to implement the activities listed in paragraph 4, subparagraphs (c) and (e) of resolution 52/4 on promoting human resources development among youth in Asia and the Pacific.

2. For 8 of the 11 resolutions adopted at the fifty-second session of the Commission, extrabudgetary resources will be sought for implementation of the requested activities.

Annex III

MEETINGS OF SUBSIDIARY BODIES HELD DURING THE PERIOD UNDER REVIEW

Subsidiary body and officers		*Session*	*Document symbol of report*[a]
Committee for Regional Economic Cooperation		Fifth session Bangkok 2-3 April 1996	E/ESCAP/1017
Chairperson:	Sundar Nath Bhattarai (Nepal)		
Vice-Chairpersons:	Paul A.M. Vehmeyer (Netherlands)		
	Alexei N. Borodavkin (Russian Federation)		
Rapporteur:	Tuvdendorjiin Janabazar (Mongolia)		
Ministerial Conference on Environment and Development in Asia and the Pacific		Bangkok 27-28 November 1995	E/ESCAP/1020
Chairperson:	Yingpan Manasikarn (Thailand)		
Vice-Chairpersons:	Akbar Hossain (Bangladesh)		
	Lyonpo C. Dorji (Bhutan)		
	Xie Zhenhua (China)		
	Chao Yong Nam (Democratic People's Republic of Korea)		
	Surna T. Djajadindingrat (Indonesia)		
	Yasu Kanou (Japan)		
	Timbo Keariki (Kiribati)		
	Souli Nanthavong (Lao People's Democratic Republic)		
	Datuk Law Hieng Ding (Malaysia)		
	Ismail Shafeeu (Maldives)		

[a] Copies of reports that are not available through normal distribution channels at United Nations Headquarters or at Geneva may be obtained from the Regional Commissions New York Office at United Nations Headquarters.

Subsidiary body and officers		*Session*	*Document symbol of report*[a]
Ministerial Conference on Environment and Development in Asia and the Pacific (*continued*)			
Vice-Chairpersons: (*continued*)	Zamba Batjargal (Mongolia)		
	Iqbal Hussain Khatak (Pakistan)		
	Virgilio Marcelo (Philippines)		
	Jinseung Chung (Republic of Korea)		
	Teo Chee Hean (Singapore)		
	Fakafauva (Tonga)		
	Chu Tuan Nha (Viet Nam)		
Rapporteur:	Virgilio Marcelo (Philippines)		
Committee on Poverty Alleviation through Economic Growth and Social Development		Second session Bangkok 25-29 September 1995	E/ESCAP/1023
Chairperson:	R.K. Nayak (India)		
Vice-Chairpersons:	Marietta Primicias-Goco (Philippines)		
	Pham Gia Khiem (Viet Nam)		
Rapporteur:	Zhang Mingyu (China)		
Committee on Transport and Communications		Second session Bangkok 6-10 November 1995	E/ESCAP/1026
Chairperson:	Ranjit Gupta (India)		
Vice-Chairpersons:	Yoshiharu Kagawa (Japan)		
	D.T.P. Collure (Sri Lanka)		
	Sathien Vongvichien (Thailand)		
Rapporteur:	Hans de Jong (Netherlands)		

Annex IV

PUBLICATIONS AND DOCUMENTS ISSUED BY THE COMMISSION

A. Sales publications

Title	*United Nations publication sales number*
Asia-Pacific Development Journal	
Vol. 1, No. 2, December 1994	E.95.II.F.30
Vol. 2, No. 1, June 1995	E.96.II.F.3
Asia-Pacific in Figures 1995	E.96.II.F.14
Assessment of Water Resources and Water Demand by User Sector in Myanmar	E.95.II.F.13
Development Papers	
No. 17, *The Lessons of East/South-East Asian Growth Experience*	E.95.II.F.11
No. 18, *Macroeconomic Reforms in the Economies in Transition*	E.96.II.F.2
Economic and Social Survey of Asia and the Pacific 1996	E.96.II.F.18
Foreign Trade Statistics of Asia and the Pacific 1989-1993	E/F.96.II.F.17
Guidebook to Water Resources, Use and Management in Asia and the Pacific, Vol. 1, *Water Resources and Water Use* (Water Resources Series No. 74)	E.96.II.F.15
Integrated Water Resources Management in Asia and the Pacific (Water Resources Series No. 75)	E.96.II.F.16
Small Industry Bulletin for Asia and the Pacific, No. 29	E.95.II.F.14
Statistics Indicators for Asia and the Pacific	
Vol. XXV, No. 1, March 1995	E.95.II.F.29
Vol. XXV, No. 2, June 1995	E.95.II.F.31
Vol. XXV, No. 3, September 1995	E.95.II.F.48
Vol. XXV, No. 4, December 1995	E.95.II.F.49
Vol. XXVI, No. 1, March 1996	E.96.II.F.20
Transport and Communications Bulletin for Asia and the Pacific, No. 65	E.96.II.F.13

B. Documents submitted to the Commission

Symbol	*Title*	*Agenda item*
E/ESCAP/1015	Implications of recent economic and social developments: summary of the *Economic and Social Survey of Asia and the Pacific*	5 (a)
E/ESCAP/1016 and Corr.1 and 2	Rural poverty alleviation and sustainable development in Asia and the Pacific: summary	5 (b)
E/ESCAP/1017	Report of the Committee for Regional Economic Cooperation on its fifth session	6 (a)
E/ESCAP/1018 and Add.1 and Add.1/Corr.1	Emerging issues and developments and the Commission's programme of work: regional economic cooperation	6 (a)
E/ESCAP/1019	Report on the Asian and Pacific Centre for Transfer of Technology	6 (a)
E/ESCAP/1020	Report on the Ministerial Conference on Environment and Development in Asia and the Pacific	6 (b)
E/ESCAP/1021	Report on progress in achieving sustainable development and issues requiring further attention	6 (b)
E/ESCAP/1022	Emerging issues and development in integrated natural resources management in Asia and the Pacific	6 (b)
E/ESCAP/1023	Report of the Committee on Poverty Alleviation through Economic Growth and Social Development on its second session, and follow-up	6 (c)
E/ESCAP/1024	Progress in the implementation of resolutions and decisions relating to poverty alleviation through economic growth and social development	6 (c)
E/ESCAP/1025	Report on the Regional Coordination Centre for Research and Development of Coarse Grains, Pulses, Roots and Tuber Crops in the Humid Tropics of Asia and the Pacific	6 (c)
E/ESCAP/1026	Report of the Committee on Transport and Communications on its second session	6 (d)
E/ESCAP/1027	Regional action programme for infrastructure development in Asia and the Pacific	6 (d)
E/ESCAP/1028	Selected issues in the field of statistics	6 (e)
E/ESCAP/1029	Report of the Statistical Institute for Asia and the Pacific	6 (e)
E/ESCAP/1030	Emerging issues and developments and the Commission's programme of work: least developed, landlocked and island developing countries	6 (f)
E/ESCAP/1031	Draft medium-term plan for the period 1998-2001	7 (a)
E/ESCAP/1032 and Corr.1	Review of the implementation of the programme of work, 1994-1995	7 (b)

Symbol	*Title*	*Agenda item*
E/ESCAP/1033 and Add.1 and Add.1/Corr.1	Programme planning: proposed programme changes, 1996-1997	7 (c)
E/ESCAP/1034 and Add.1	Tentative calendar of meetings, April 1996-March 1997	7 (d)
E/ESCAP/1035	Technical cooperation activities of ESCAP and announcement of intended contributions	8
E/ESCAP/1036	Strengthening inter-organizational cooperation in the promotion of economic and social development in the region	9
E/ESCAP/1037	Report of the Asian and Pacific Development Centre	10
E/ESCAP/1038	Report of the Coordinating Committee for Coastal and Offshore Geoscience Programmes in East and Southeast Asia	10
E/ESCAP/1039	Report of the Mekong River Commission	10
E/ESCAP/1040	Report of the Typhoon Committee	10
E/ESCAP/1041 and Add.1	Report of the Advisory Committee of Permanent Representatives and Other Representatives Designated by Members of the Commission	11
E/ESCAP/1042	Date, venue and any other subject pertaining to the fifty-third session of the Commission	12
E/ESCAP/1043	Revision of the terms of reference of the Commission	4

Annex V

TERMS OF REFERENCE OF THE ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC

As adopted by the Economic and Social Council at its fourth session, amended by the Council at subsequent sessions, and revised in consequence of various General Assembly resolutions.

The Economic and Social Council,

Having considered General Assembly resolution 46(I) of 11 December 1946, in which the General Assembly "recommends that, in order to give effective aid to the countries devastated by war, the Economic and Social Council, at its next session, give prompt and favourable consideration to the establishment of ... an Economic Commission for Asia and the Far East",

Having noted the report of the Working Group for Asia and the Far East of the Temporary Sub-Commission on Economic Reconstruction of Devastated Areas,

Establishes an Economic and Social Commission for Asia and the Pacific with terms of reference as follows:

1. The Economic and Social Commission for Asia and the Pacific, acting within the framework of the policies of the United Nations and subject to the general supervision of the Council, shall, provided that the Commission takes no action in respect of any country without the agreement of the Government of that country:

(a) Initiate and participate in measures for facilitating concerted action for the economic reconstruction and development of Asia and the Pacific, for raising the level of economic activity in Asia and the Pacific and for maintaining and strengthening the economic relations of these areas both among themselves and with other countries of the world;

(b) Make or sponsor such investigations and studies of economic and technological problems and developments within territories of Asia and the Pacific as the Commission deems appropriate;

(c) Undertake or sponsor the collection, evaluation and dissemination of such economic, technological and statistical information as the Commission deems appropriate;

(d) Perform such advisory services, within the available resources of its secretariat, as the countries of the region may desire, provided that such services do not overlap with those rendered by the specialized agencies or the relevant United Nations bodies;

(e) Assist the Economic and Social Council, at its request, in discharging its functions within the region in connection with any economic problems, including problems in the field of technical assistance;

(f) In carrying out the above functions, deal, as appropriate, with the social aspects of economic development and the interrelationship of the economic and social factors.

2. The territories of Asia and the Pacific referred to in paragraph 1 shall include Afghanistan, American Samoa, Armenia, Australia, Azerbaijan, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Cook Islands, Fiji, French Polynesia, Guam, Hong Kong, India, Indonesia, Iran (Islamic Republic of), Japan, Kazakstan, Kiribati, Korea, Kyrgyzstan, Lao People's Democratic Republic, Macau, Malaysia, Maldives, Marshall Islands, Micronesia (Federated States of), Mongolia, Myanmar, Nauru, Nepal, New Caledonia, New Zealand, Niue, Northern Mariana Islands, Pakistan, Palau, Papua New Guinea, Philippines, Russian Federation, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, Tonga, Turkmenistan, Tuvalu, Uzbekistan, Vanuatu and Viet Nam.

3. The members of the Commission shall consist of Afghanistan, Armenia, Australia, Azerbaijan, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Democratic People's Republic of Korea, Fiji, France, India, Indonesia, Iran (Islamic Republic of), Japan, Kazakstan, Kiribati, Kyrgyzstan, Lao People's Democratic Republic, Malaysia, Maldives, Marshall Islands, Micronesia (Federated States of), Mongolia, Myanmar, Nauru, Nepal, Netherlands, New Zealand, Pakistan, Papua New Guinea, Philippines, Republic of Korea, Russian Federation, Samoa, Singapore, Solomon Islands, Sri Lanka, Tajikistan, Thailand, Tonga, Turkmenistan, Tuvalu, United Kingdom of Great Britain and Northern Ireland, United States of America, Uzbekistan, Vanuatu and Viet Nam, provided that any State in the area which may hereafter become a Member of the United Nations shall be thereupon admitted as a member of the Commission.

4. The associate members shall include American Samoa, Cook Islands, French Polynesia, Guam, Hong Kong, Macau, New Caledonia, Niue, Northern Mariana Islands and Palau.

5. Any territory, part or group of territories within the geographical scope of the Commission as defined in paragraph 2 may, on presentation of its application to the Commission by the member responsible for the international relations of such territory, part or group of territories, be admitted by the Commission as an associate member of the Commission. If it has become responsible for its own international relations, such territory, part or group of territories may be admitted as an associate member of the Commission on itself presenting its application to the Commission.

6. Representatives of associate members shall be entitled to participate without vote in all meetings of the Commission, whether sitting as Commission or as Committee of the Whole.

7. Representatives of associate members shall be eligible to be appointed as members of any committee, or other subordinate body, which may be set up by the Commission and shall be eligible to vote and hold office in such body.

8. The Commission is empowered to make recommendations on any matters within its competence directly to the Governments of members or associate members concerned, Governments admitted in consultative capacity, and the specialized agencies concerned. The Commission shall submit for the Council's prior consideration any of its proposals of activities that would have important effects on the economy of the world as a whole.

9. The Commission shall invite any Member of the United Nations not a member of the Commission to participate in a consultative capacity in its consideration of any matter of particular concern to that non-member.

10. The Commission shall invite representatives of specialized agencies and may invite representatives of any intergovernmental organizations to participate in a consultative capacity in its consideration of any matter of particular concern to that agency or organization following the practice of the Economic and Social Council.

11. The Commission shall make arrangements for consultation with non-governmental organizations which have been granted consultative status by the Economic and Social Council, in accordance with the principles approved by the Council for this purpose and contained in Council resolution 1296 (XLIV).

12. The Commission shall take measures to ensure that the necessary liaison is maintained with other organs of the United Nations and with the specialized agencies. The Commission shall establish appropriate liaison and cooperation with other regional economic commissions in accordance with the resolutions and directives of the Economic and Social Council and the General Assembly.

13. The Commission may, after discussion with any specialized agency functioning in the same general field, and with the approval of the Council, establish such subsidiary bodies as it deems appropriate, for facilitating the carrying out of its responsibilities.

14. The Commission shall adopt its own rules of procedure, including the method of selecting its Chairman.

15. The Commission shall submit to the Council a full report on its activities and plans, including those of any subsidiary bodies, once a year.

16. The administrative budget of the Commission shall be financed from the funds of the United Nations.

17. The Secretary-General of the United Nations shall appoint the staff of the Commission, which shall form part of the Secretariat of the United Nations.

18. The headquarters of the Commission shall be located at Bangkok, Thailand.

19. The Council shall, from time to time, make special reviews of the work of the Commission.

Annex VI

RULES OF PROCEDURE OF THE ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC

As drawn up at the first session, confirmed and adopted at the second session, and amended at subsequent sessions of the Commission.

Chapter I

SESSIONS

Rule 1

The following principles shall apply as regards date and place for the sessions of the Commission:

(a) The Commission shall at each session recommend the date and place for its next session subject to the approval of the Council and in consultation with the Secretary-General. Sessions of the Commission shall also be held within forty-five days of the communication to the Executive Secretary of a request to that effect by the Economic and Social Council, and, in that case, the Secretary-General shall establish the place of such sessions in consultation with the Chairman of the Commission;

(b) In special cases the date and place of the session may be altered by the Secretary-General in consultation with the Chairman of the Commission and the Council's Interim Committee on Programme of Conferences. At the request of the majority of the members of the Commission, the Secretary-General, in consultation with the Chairman of the Commission and the Council's Interim Committee on Programme of Conferences, may also alter the date and place of the session;

(c) Sessions shall ordinarily be held at the office of the United Nations in Asia and the Pacific. The Commission may recommend holding a particular session elsewhere.

Rule 2

The Executive Secretary shall, at least forty-two days before the commencement of a session, distribute a notice of the opening date of the session, together with three copies of the provisional agenda and of the basic documents relating to each item appearing on the provisional agenda. Distribution shall be similar to that under rule 49.

Rule 3

The Commission shall invite any Member of the United Nations not a member of the Commission to participate in a consultative capacity in its consideration of any matter of particular concern to that Member.

Chapter II

AGENDA

Rule 4

The provisional agenda for each session shall be drawn up by the Executive Secretary in consultation with the Chairman.

Rule 5

The provisional agenda for any session shall include:

(a) Items arising from previous sessions of the Commission;

(b) Items proposed by the Economic and Social Council;

(c) Items proposed by any member or associate member of the Commission;

(d) Items proposed by a specialized agency in accordance with the agreements of relationship concluded between the United Nations and such agencies;

(e) Items proposed by non-governmental organizations in category I, subject to the provisions of rule 6;

(f) Any other items which the Chairman or the Executive Secretary sees fit to include.

Rule 6

Non-governmental organizations in category I may propose items on matters within their competence for the provisional agenda of the Commission, subject to the following conditions:

(a) An organization which intends to propose such an item shall inform the Executive Secretary at least sixty-three days before the commencement of the session, and before formally proposing an item shall give due consideration to any comments he may make;

(b) The proposal shall be formally submitted with the relevant basic documentation not less than forty-nine days before the commencement of the session. The item shall be included in the agenda of the Commission if it is adopted by a two-thirds majority of those present and voting.

Rule 7

The first item upon the provisional agenda for each session shall be the adoption of the agenda.

Rule 8

The Commission may amend the agenda at any time.

Chapter III

REPRESENTATION AND CREDENTIALS

Rule 9

Each member shall be represented on the Commission by an accredited representative.

Rule 10

A representative may be accompanied to the sessions of the Commission by alternate representatives and advisers and, when absent, he may be replaced by an alternate representative.

Rule 11

The credentials of each representative appointed to the Commission, together with a designation of alternate representatives, shall be submitted to the Executive Secretary without delay.

Rule 12

The Chairman and the two Vice-Chairmen shall examine the credentials and report upon them to the Commission.

Chapter IV

OFFICERS

Rule 13

The Commission shall, at its first meeting of each year, elect from among its representatives a Chairman and two Vice-Chairmen, designated as First and Second Vice-Chairmen, who shall hold office until their successors are elected. They shall be eligible for re-election.

Rule 14

If the Chairman is absent from a meeting, or any part thereof, the Vice-Chairman designated by the Chairman shall preside.

Rule 15

If the Chairman ceases to represent a member of the Commission, or is so incapacitated that he can no longer hold office, the First Vice-Chairman shall become Chairman for the unexpired portion of the term. If the First Vice-Chairman also ceases to represent a member of the Commission, or is so incapacitated that he can no longer hold office, the Second Vice-Chairman shall become Chairman for the unexpired portion of the term.

Rule 16

The Vice-Chairman acting as Chairman shall have the same powers and duties as the Chairman.

Rule 17

The Chairman, or the Vice-Chairman acting as Chairman, shall participate in the meetings of the Commission as such, and not as the representative of the member by whom he was accredited. The Commission shall admit an alternate representative to represent that member in the meetings of the Commission and to exercise its right to vote.

Chapter V

SECRETARIAT

Rule 18

The Executive Secretary shall act in that capacity at all meetings of the Commission and of its subcommissions, other subsidiary bodies and committees. He may appoint another member of the staff to take his place at any meeting.

Rule 19

The Executive Secretary or his representative may at any meeting make either oral or written statements concerning any question under consideration.

Rule 20

The Executive Secretary shall direct the staff provided by the Secretary-General and required by the Commission, its subcommissions, and any other subsidiary bodies and committees.

Rule 21

The Executive Secretary shall be responsible for the necessary arrangements being made for meetings.

Rule 22

The Executive Secretary in carrying out his functions shall act on behalf of the Secretary-General.

Rule 23

Before new proposals which involve expenditure from United Nations funds are approved by the

Commission, the Executive Secretary shall prepare and circulate to members an estimate of that part of the cost involved in the proposals which could not be met out of the resources available to the secretariat. It shall be the duty of the Chairman to draw the attention of members to this estimate, and invite discussion on it before the proposals are approved.

Chapter VI

CONDUCT OF BUSINESS

Rule 24

A majority of the members of the Commission shall constitute a quorum.

Rule 25

In addition to exercising the powers conferred upon him elsewhere by these rules, the Chairman shall declare the opening and closing of each meeting of the Commission, shall direct the discussion, ensure the observance of these rules, and shall accord the right to speak, put questions to the vote, and announce decisions. The Chairman may also call a speaker to order if his remarks are not relevant to the subject under discussion.

Rule 26

During the discussion of any matter, a representative may raise a point of order. In this case, the Chairman shall immediately state his ruling. If it is challenged, the Chairman shall forthwith submit his ruling to the Commission for decision, and it shall stand unless overruled.

Rule 27

During the discussion of any matter, a representative may move the adjournment of the debate. Any such motion shall have priority. In addition to the proposer of the motion, one representative shall be allowed to speak in favour of, and one representative against, the motion.

Rule 28

A representative may at any time move the closure of the debate whether or not any other representative has signified his wish to speak. Not more than two representatives may be granted permission to speak against the closure.

Rule 29

The Chairman shall take the sense of the Commission on a motion for closure. If the Commission is in favour of the closure, the Chairman shall declare the debate closed.

Rule 30

The Commission may limit the time allowed to each speaker.

Rule 31

Draft resolutions, and substantial amendments or motions, shall be introduced in writing and handed to the Executive Secretary, who shall circulate copies to the representatives at least twenty-four hours before they are discussed and voted upon, unless the Commission decides otherwise.

Rule 32

Upon the request of any member, any motion and amendment thereto made by any speaker shall be given to the Chairman in writing and shall be read by him before any further speaker is called upon and also immediately before a vote is taken on such motion or amendment. The Chairman may direct that any motion or amendment be circulated to the members present before a vote is taken.

This rule shall not apply to formal motions such as one for closure or adjournment.

Rule 33

Principal motions and resolutions shall be put to the vote in the order of their submission unless the Commission decides otherwise.

Rule 34

When an amendment revises, adds to or deletes from a proposal, the amendment shall be put to the vote first, and, if it is adopted, the amended proposal shall then be put to the vote.

Rule 35

If two or more amendments are moved to a proposal, the Commission shall vote first on the amendment furthest removed in substance from the original proposal; then, if necessary, on the amendment next furthest removed; and so on, until all the amendments have been put to the vote.

Rule 36

The Commission may, at the request of a representative, decide to put a motion or resolution to the vote in parts. If this is done, the text resulting from the series of votes shall be put to the vote as a whole.

Chapter VII

VOTING

Rule 37

Each member of the Commission shall have one vote.

Rule 38

Except for the provision of rule 6*(b)*, decisions of the Commission shall be made by a majority of the members present and voting.

Rule 39

The Commission shall take no action in respect of any country without the agreement of the Government of that country.

Rule 40

The Commission shall normally vote by a show of hands. If any representative requests a roll-call, a roll-call shall be taken in the English alphabetical order of the names of the members.

Rule 41

All elections shall be decided by secret ballot.

Rule 42

If a vote is equally divided upon matters other than elections, a second vote shall be taken at the next meeting. If this vote also results in equality, the proposal shall be regarded as rejected.

Rule 43

After the voting has commenced, no representative shall interrupt voting except on a point of order in connection with the actual conduct of the voting. Brief statements by members consisting solely of explanations of their votes may be permitted by the Chairman, if he deems it necessary, before the voting has commenced or after the voting has been completed.

Chapter VIII

LANGUAGES

Rule 44

Chinese, English, French and Russian shall be the working languages of the Commission.

Rule 45

Speeches made in one of the working languages shall be interpreted into the other working languages.

Chapter IX

RECORDS

Rule 46

Summary records of the meetings of the Commission shall be kept by the secretariat. They shall be sent as soon as possible to the representatives of members and to the representatives of any other government agency or organization which participated in the meeting concerned. Such representatives shall inform the secretariat, not later than seventy-two hours after the circulation of any summary record, of any changes they wish to have made. Any disagreement concerning such changes shall be referred to the Chairman, whose decision shall be final.

Rule 47

The corrected version of the summary records of public meetings shall be distributed as soon as possible in accordance with the usual practice of the United Nations. This shall include distribution to non-governmental organizations in categories I and II and those on the Roster, and on appropriate occasions to consultative members.

Rule 48

The corrected version of the summary records of private meetings shall be distributed as soon as possible to the members of the Commission, to any consultative member participating in the meeting concerned, and to the specialized agencies. They shall be distributed to all the Members of the United Nations if and when the Commission so decides.

Rule 49

As soon as possible, the text of all reports, resolutions, recommendations and other formal decisions made by the Commission, its subcommissions or other subsidiary bodies and its committees shall be communicated to the members of the Commission, to the consultative members concerned, to all other Members of the United Nations, to the specialized agencies, and to the non-governmental organizations in categories I and II and those on the Roster.

Chapter X

PUBLICITY OF MEETINGS

Rule 50

The meetings of the Commission shall ordinarily be held in public. The Commission may decide that a particular meeting or meetings shall be held in private.

Chapter XI

CONSULTATIONS WITH SPECIALIZED AGENCIES AND THE INTERNATIONAL ATOMIC ENERGY AGENCY

Rule 51

1. Where an item proposed for the provisional agenda for a session contains a proposal for new activities to be undertaken by the United Nations relating to matters which are of direct concern to one or

more specialized agencies or the International Atomic Energy Agency, the Executive Secretary shall enter into consultation with the agency or agencies concerned and report to the Commission on the means of achieving coordinated use of the resources of the respective agencies.

2. Where a proposal put forward in the course of a meeting for new activities to be undertaken by the United Nations relates to matters which are of direct concern to one or more specialized agencies or the International Atomic Energy Agency, the Executive Secretary shall, after such consultation as may be possible with the representatives at the meeting of the other agency or agencies concerned, draw the attention of the meeting to these implications of the proposal.

3. Before deciding on proposals referred to above, the Commission shall satisfy itself that adequate consultations have taken place with the agencies concerned.

Chapter XII

RELATIONS WITH NON-GOVERNMENTAL ORGANIZATIONS

Rule 52

Non-governmental organizations in categories I and II may designate authorized representatives to sit as observers at public meetings of the Commission. Organizations on the Roster may have representatives present at such meetings which are concerned with matters within their field of competence.

Rule 53

Written statements relevant to the work of the Commission or its subsidiary bodies may be submitted by organizations in categories I and II on subjects for which these organizations have a special competence. Such statements shall be circulated by the Executive Secretary to the members and associate members of the Commission except those statements which have become obsolete - e.g. those dealing with matters already disposed of, and those which have already been circulated in some other form to members and associate members of the Commission or its subsidiary bodies.

Rule 54

The following conditions shall be observed regarding the submission and circulation of such written statements:

(a) The written statement shall be submitted in one of the official languages;

(b) It shall be submitted in sufficient time for appropriate consultation to take place between the Executive Secretary and the organization before circulation;

(c) The organization shall give due consideration to any comments which the Executive Secretary may make in the course of such consultation before transmitting the statement in final form;

(d) A written statement submitted by an organization in category I will be circulated in full if it does not exceed 2,000 words. Where a statement is in excess of 2,000 words, the organization shall submit a summary, which will be circulated, or shall supply sufficient copies of the full text in the working languages for distribution. A statement will also be circulated in full, however, upon the specific request of the Commission or of one of its subsidiary bodies;

(e) A written statement submitted by an organization in category II will be circulated in full if it does not exceed 1,500 words. Where a statement is in excess of 1,500 words, the organization shall submit a summary, which will be circulated, or shall supply sufficient copies of the full text in the working languages for distribution. A statement will also be circulated in full, however, upon the specific request of the Commission or other subsidiary bodies;

(f) The Executive Secretary in consultation with the Chairman or the Commission itself may invite organizations on the Roster to submit written statements. The provisions of paragraphs *(a)*, *(b)*, *(c)* and *(e)* above shall apply to such statements;

(g) A written statement or summary, as the case may be, will be circulated by the Executive Secretary in the working languages and, upon the request of a member or associate member of the Commission, in any of the official languages.

Rule 55

(a) The Commission and its subsidiary bodies may consult with organizations in category I or II either directly or through a committee or committees established for the purpose. In all cases, such consultations may be arranged on the request of the organization;

(b) On the recommendation of the Executive Secretary and at the request of the Commission or one of its subsidiary bodies, organizations on the Roster may also be heard by the Commission or its subsidiary bodies.

Rule 56

Subject to rule 23 the Commission may recommend that a non-governmental organization which has special competence in a particular field should undertake specific studies or investigations or prepare specific papers for the Commission. The limitations of rule 54*(d)* and *(e)* shall not apply in this case.

Chapter XIII

SUBCOMMISSIONS, OTHER SUBSIDIARY BODIES AND COMMITTEES

Rule 57

After discussion with any specialized agency functioning in the same field, and with the approval of the Economic and Social Council, the Commission may establish such continually acting subcommissions or other subsidiary bodies as it deems necessary for the performance of its functions and shall define the powers and composition of each of them. Such autonomy as may be necessary for the effective discharge of the technical responsibilities laid upon them may be delegated to them.

Rule 58

The Commission may establish such committees and subcommittees as it deems necessary to assist it in carrying out its tasks.

Rule 59

Subcommissions or other subsidiary bodies and committees, subcommittees and working parties shall adopt their own rules of procedure unless otherwise decided by the Commission.

Chapter XIV

REPORTS

Rule 60

The Commission shall, once a year, submit to the Economic and Social Council a full report on its activities and plans, including those of any subsidiary bodies.

Chapter XV

AMENDMENTS AND SUSPENSIONS

Rule 61

Any of these rules of procedure may be amended or suspended by the Commission, provided that the proposed amendments or suspensions do not attempt to set aside the terms of reference laid down by the Economic and Social Council.

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